

beach house

WEDDING FAQ

GUESTS – HOW MANY GUESTS MAY I INVITE?

The site is best suited for wedding ceremonies and receptions of 120 people or fewer. Our largest room (the Garden Terrace Room) can comfortably accommodate a maximum of 110-120 guests. It is possible to accommodate a slightly higher guest count if a portion of guests are seated outside or in an adjacent room.

CATERING – IS THERE A MINIMUM?

We do not require a food & beverage minimum. All food & beverage, including beer/wine service, must be provided and served by one of our approved caterers. Catering fees are separate from the facility rental charges. Please contact the caterers directly for their menu options and pricing prior to booking.

BAR SERVICE – WHAT IS PERMITTED?

As you consider the beverage menu for your event, please note:

- Beach House caterers must supply and serve all beverages, including beer, wine, soju, and champagne. Self-served alcohol is not permitted.
- Hard alcohol is not permitted. Discovery of hard alcohol will result in immediate event termination and automatic forfeit of all monies paid.
- Beer/wine must be served indoors. Beer/wine service is prohibited outdoors.
- Guests are welcome to enjoy beer/wine in outdoor areas that have been rented for your event. Alcoholic beverages are not permitted in public areas.
- For your guests' safety, approved security staff must be present for beer/wine service, and service must end 30 minutes prior to event end time.

DÉCOR – ANY RESTRICTIONS?

As you consider décor for your event, please note:

- The Beach House provides all furniture, including all tables and chairs. Furniture from outside rental companies is not permitted.
- Decor must be approved by Event Services, as it is not allowed to be adhered to furniture or permanent surfaces, including tables, chairs, or walls. Candles are permitted when secured in glass housings that extend a minimum of two inches past the height of the flame. Candles are not permitted in restrooms. Glass is not permitted in the pool area, Sand & Sea Room or on the View Deck.
- Signage must be approved by Event Services.
- The use of rice, confetti, glitter, sequins, silly string, flower petals, sparklers or birdseed is not permitted.
- Balloons and lanterns may be used as indoor decorations only.
- Pop-up tents, canopies, and tenting may be allowed with the written permission of Event Services.
- Daytime events receive one (1) hour of set-up time and evening events receive two (2) hours. All events receive one (1) hour of load-out.
- Deliveries and pick-ups must take place on the event day during the specified rental period, as onsite storage is not available.

WEDDING COORDINATOR – DO I NEED ONE?

After booking and 4-6 months in advance of your wedding day, a venue coordinator will be assigned to you to help with venue logistics such as floor plan, parking, insurance, and security. While not required, many clients find it helpful to hire a wedding coordinator to act as a liaison between their family, friends, and vendors, as well as handle personal wishes, timeline, and décor.

GETTING READY & REHEARSAL - IS THERE A DEDICATED DRESSING ROOM?

Dedicated dressing rooms are not included with venue rental. Pending availability, additional space may be rented to be used as a dressing space. Pending availability, additional space may be rented or outdoor rehearsals may be held in our public spaces at no additional cost.

MUSIC - WHAT IS ALLOWED?

Acoustic music and amplified speaking is permitted outdoors. The Beach House only allows amplified music, including amplified singing, to be positioned inside buildings. Please note: Dancing is not allowed inside the Marion Davies Guest House.

GUEST PARKING – HOW DOES IT WORK?

Shuttling or taxi drop-off is strongly suggested, as the parking lot is a public beach lot. Seasonal parking rates range from \$8 - \$12 per car. Depending on the time of year, guests may self-pay or clients may pre-pay for guest parking. Pre-paid parking is valid 30 minutes before event time. **Parking is not guaranteed.** While valet is unavailable, a parking attendant may be hired to hand out parking passes at an additional cost.

ANNENBERG COMMUNITY BEACH HOUSE

415 Pacific Coast Highway | Santa Monica, CA 90402 | 310.458.4934 | annenbergbeachhouse.com